



Town of Bar Harbor

Request for Proposals Frenchman Bay Water Quality Monitoring

Released: 12-11-2013

The Town of Bar Harbor is soliciting a professional organization to design and conduct a one year study to monitor the water quality of Frenchman Bay.

Overview:

Maine's coastal waters provide a significant economic boon to the state, its local communities, and the New England region as a whole. Maintaining the environmental health and natural beauty of Maine's coastal waters helps to ensure the long term success and sustainability of Maine's fishery and tourism industries. As such, the Town of Bar Harbor recognizes it is important to protect and preserve the water quality of Frenchman Bay.

The Town is seeking proposals from qualified firms to conduct water quality monitoring of Frenchman Bay during the 2014 cruise ship season. This monitoring effort is associated with *An Act to Protect Maine's Coastal Waters* (2004), which prohibits large vessels from discharging untreated gray water or an untreated mixture of gray and black water into Maine's coastal waters¹. The town also wants to determine if the visiting large vessels are in compliance with the federal and state stipulations of the Clean Water Act. To determine whether cruise ships are in compliance with this legislation, and to assess potential impacts of cruise ships on the water quality of Frenchman Bay, the Town of Bar Harbor is accepting proposals from consultants with technical experience and background in water quality monitoring and reporting. The Town recognizes that the cruise industry is individually regulated with respect to disposal of waste water and solid waste. The Town also acknowledges and appreciates the innovative strides the cruise industry has made with respect to improved design and treatment of such waste.

In 2004 *The MDI Water Quality Coalition*, a non-profit organization based on Mount Desert Island, conducted a similar monitoring effort and in 2011 *Moody Environmental* conducted testing. The current RFP is intended to provide an update to these previous monitoring efforts. These reports are available for review on the Town's website at: www.barharbormaine.gov under the Harbor Department, cruise ship information.

¹ Coastal waters are defined as the area within three miles of the shoreline.

Scope of Services:

Particular variables or indicators of water quality in relation to potential black or gray water release or other impacts on water quality from cruise ships should be surveyed as part of the study. Such variables must include, but are not limited to the same variables as those conducted by the EPA, in accordance with the Clean Water Act (CWA; 33 U.S.C. § 1322)

These include:

- Biological oxygen demand - BOD
- fecal coliform,
- suspended solids
- pH total residual chlorine; E. coli, total phosphorus, ammonia, nitrate/nitrite, Total Kjeldahl Nitrogen (TKN)

In addition, testing must include the following additional indicators:

- Oily sheen
- Metals (Copper (Dissolved) (µg/l), Nickel (Dissolved) (µg/l), Zinc (Dissolved) (µg/l))

Water samples should also be taken during times when cruise ships are not in port in order to establish baseline/control data points.

The proposal for this study should describe and adequately address the following:

Sampling Protocol and Field Methods:

- Describe the protocol for water sampling and monitoring around cruise ships including vessel transport to and from test site, the methods used for data collection and delivery of samples to laboratory for analysis
- Describe the proposed method of control sampling
- Estimate costs for all affiliated testing and lab analysis

Laboratory Analysis:

- Describe access to a NELAC (National Environmental Laboratory Accreditation) certified laboratory for conducting analysis of indicators noted above.

Reporting and Recommendations:

- Deliver a written and electronic report describing the findings of this monitoring effort
- Detail any significant data which suggests an incident of gray or black water release could have occurred
- Detail other impacts of cruise ships on the water quality of Frenchman Bay

- Develop a list of recommendations of policies or actions the Town, Cruise Industry and State may wish to consider
- The report should reference conditions under which samples were taken including the location, date, time and weather conditions
- A presentation of the final report will be made to the Bar Harbor Town Council

Submittal Requirements:

In responding to this Request for Proposal the following information is needed from the applicant:

- [1] List the roles and responsibilities of the individuals who will be directly involved with the sampling and report preparation.
- [2] Provide resumes and background information on the individuals involved which sufficiently demonstrates previous experience in undertaking similar projects.
- [3] Provide a list of references of officials or contacts for similar projects which can be used to verify experience. This list should include addresses, current phone numbers, and/or email addresses for each reference.
- [4] Each proposal should include a **fee statement** under a separate cover. The fee statement should include an itemized list of testing costs, schedule and estimate of total costs. The final contract fee shall be subject to negotiation.

The Town of Bar Harbor reserves the right to request any additional information which might be deemed necessary after the proposal has been received. The Town also reserves the right to request interviews with firms that have submitted a proposal.

Schedule:

Prospective consultants who wish to respond to this Request for Proposal should submit five (5) copies of the proposal to the Town of Bar Harbor no later than 5 pm, January 13, 2014.

Electronic submittals of 2MB maximum may be substituted for paper; or links to an FTP site may also be used. It is the sole risk of the applicant to ensure receipt of an electronic submission.

Please mark the outside of the response “Water Quality Monitoring for 2014 Cruise Ship Season” and deliver to:

Charles Phippen Harbormaster
 Town of Bar Harbor
 93 Cottage Street
 Bar Harbor, ME 04609
 bhhmaster@barharbormaine.gov

The selected consultant should plan to begin monitoring in May 2014 with a completion date of October 31, 2014.

A 2014 schedule of cruise ship visitation days can be found on the Town website at: www.barharbormaine.gov under the Harbor Department, cruise ship information. The results of the monitoring effort, and a finished report summarizing those results, shall be submitted by 5:00 pm on Monday December 15, 2014.

Selection Process:

The following process will be utilized to select the consultant for this project:

- [1] Town Selection Committee to review proposals
- [2] Select firm(s) to be interviewed, if any
- [3] Recommend firm to negotiate a contract with

Selection Criteria for Consultant:

The following criteria will be utilized to select the consultant for this project. Each criterion will be weighted according to the percentage shown:

- [1] Demonstrated capability on similar or related projects and references – 20%
- [2] Experience and qualification of persons assigned to the project – 20%
- [3] Proposed bid amount for completion of services – 20%.
- [4] Acceptable scientific methods to collect, analyze and report data – 40%

Selection Committee:

The Selection Committee will consist of the following individuals:

Charlie Phippen, Harbormaster
Marine Resources Committee member
Cruise ship committee member
Harbor committee member

Acceptance:

The Selection Committee will recommend to the Town Manager a vendor to subsequently contract with. The Town will not be responsible for any cost or fees associated with the preparation of a response to this request for proposals.

All inquiries related to this RFP may be directed to Charlie Phippen, Harbormaster, or bhhmaster@barharbormaine.gov.

The Town of Bar Harbor reserves the right to select or reject any and all proposals and will act in the best interest of the Town.